

DDS 56-2962

~~CONFIDENTIAL~~

16 AUG 1956

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : Position Evaluation Survey of the Office of Communications

REFERENCE : (a) Memorandum from Deputy Director (Support) to  
Director of Personnel. Subject: Classification  
Survey, Office of Communications, dated 6 March 1956.(b) Memorandum from Director of Personnel to Deputy  
Director (Support). Subject: Position Evaluation  
Division Survey of the Office of Communications, 1409  
dated 16 April 1956.

1. This memorandum is for your information only; particular reference is made to paragraph 5.

2. The Position Evaluation Survey was initiated 6 June 1956 after receipt of a proposed T/O from the Office of Communications. This involved proposed upgradings of [redacted] positions.

25X9A2

3. Two Analysts have been assigned to the survey and to date have completed the Signal Center (approximately [redacted] positions) and all fact finding activities in the Security Division [redacted] positions). To insure equity of grade structure and thorough understanding of the responsibilities of each position, detailed individual desk audits have been made.

25X9A2

25X9A2

4. At this date, indications are that there will be grade adjustments both upward and downward, as well as some management problems which will be discussed with the Management Staff.

5. It is anticipated that departmental coverage will be accomplished by 31 October 1956. Further details will have to be worked out as to obtaining current field documentation.

25X1A

[redacted]  
Harrison G. Reynolds  
Acting Director of Personnel

Attachment  
Status Report

~~CONFIDENTIAL~~

Document No.	002
No Change in Class.	<input type="checkbox"/>
<input type="checkbox"/> Declassified	
Class. Changed to:	TS 1989
Next Review Date:	
Auth.: HR 70-3	
78-04718A002000390027-1	By: 015